

Del Norte Healthcare District
Board of Directors Meeting

Agendized
Board Packet

Tuesday September 24, 2024

4a

AUGUST/SEPTEMBER
8/22/24 – 9/18/2024

<u>DATE</u>	<u>NAME</u>	<u>DESCRIPTION</u>	<u>CK#</u>	<u>AMOUNT</u>
8/26	Blue Star Gas	Inv. 1646005	EFT	1162.91
8/29	Dwayne Reichlin	4 th Qrt. Medicare Reimbursement	10772	524.10
8/29	Mike Young	4 th Qrt. Medicare Reimbursement	10773	474.10
8/29	Edward Jones	August SEP IRA contribution	10774	506.84
8/29	CalPers	September Premium	EFT	2983.64
8/30	Doris Hendricks	August Payroll	EFT	1509.69
8/30	U.S. Treasury	Payroll Taxes	EFT	384.95
8/30	Paychex	Payroll fee	EFT	131.32
9/5	Frontier	Elevator Line	10775	127.76
9/9	Tri Counties Bank	Credit Card	10776	927.19
		AVG. membership	99.99	
		Grammarly.com	144.00	
		Microsoft monthly	43.20	
		Tree Ventures Dep.	640.00	
9/13	McMillan & Mayle	August Service	10777	1020.00
9/13	Wen-Cor	August Service	10778	300.00
9/16	Charter	August Service	EFT	171.22
9/17	CCWD	8/9/24-9/10/24	10779	354.34
9/17	CCWD	Garden	10780	86.71
9/17	Pacific Power	8/9/24-9/10/24	10781	<u>2897.87</u>
Monthly Total Paid:				13,562.64

4.6.

**Del Norte Healthcare District
Financial Report
August 31, 2024**

ACCOUNT	August 1, 2024	September 30, 2021	August 31, 2024
	Bk./Inv. Acct. Bal.	Note Payable	Bk./Inv. Acct. Bal.
LAIF (Investment Account)	3,330,952.78		3,330,952.78
Tri Counties- Bus. Cking. Acct.	119,337.35		132,200.43
Tri Counties - Money Mkt. (holding) Acct.	206,792.31		206,795.80
Tri Counties- W.C. USDA Auto Pay	0.00	closed acct.	0.00
TOTAL BK./INV. ACCT BALANCES	3,657,082.44	0.00	3,669,949.01

BUDGET CATEGORY INCOME	Anticipated Income	Income Received To Date	Remaining/(Surplus) Anticipated Income
Interest LAIF & bank Accts	120,000.00	37,495.85	82,504.15
Tax Receipts	725,000.00	85,842.62	639,157.38
Rent (Open Door \$ 10250.00)	123,000.00	30,750.00	92,250.00
DHHS Lease (\$6800.00)	87,720.00	21,930.00	65,790.00
Utility Reimbursement 80%	76,000.00	6,646.76	69,353.24
Insurance Reimbursement Pers-D/V/RX	1,000.00	50.00	950.00
Miscellaneous Income	1,000.00	201.17	798.83
Sub-Total	1,133,720.00	182,916.40	950,803.60
TOTAL AVAILABLE RESOURCES	1,133,720.00	182,916.40	950,803.60

EXPENDITURES	Annual Budget	Paid to Date	Budget Amt. Available
<i>Personnel Expenses</i>			
Payroll	22,300.00	3,082.32	19,217.68
General Benefits/SSI/EDD/WC	12,000.00	1,693.08	10,306.92
Cal Pers	45,000.00	6,593.76	38,406.24
Dental, Vision, RX	30,000.00		30,000.00
Past Board Health Benefits	15,000.00	524.10	14,475.90
TOTAL PERSONNEL EXPENSES	124,300.00	11,893.26	112,406.74
<i>Operating Expenses</i>			
Pacific Power	40,000.00	5,366.50	34,633.50
Blue Star Gas	35,000.00	1,162.91	33,837.09
Crescent City W & S	25,000.00	924.34	24,075.66
Telephone & Internet	6,000.00	786.08	5,213.92
Office Supplies and Expenses	3,000.00	685.03	2,314.97
Training & Education	3,000.00		3,000.00
Memberships	4,500.00		4,500.00
TOTAL UTILITIES AND OFFICE EXPENSE	116,500.00	8,924.86	107,575.14
<i>Professional Services Expenses</i>			
Legal	10,000.00	0.00	10,000.00
Accounting	20,000.00	262.64	19,737.36
Election Expense	10,000.00		10,000.00
Other Professional Expenses	5,000.00		5,000.00
Insurance	35,000.00	31,400.00	3,600.00
TOTAL PROFESSIONAL EXPENSE	80,000.00	31,662.64	48,337.36

**DEL NORTE HEALTHCARE DISTRICT
MONTHLY FINANCIAL REPORT PAGE 2**

31-Aug-24

Budget Category		Paid to Date		Budget Amt. Available
Building Maintenance				
Materials & Supplies		15,000.00		15,000.00
Grounds Keeping		26,000.00	2,240.00	23,760.00
Maintenance Services		40,000.00	1,850.00	38,150.00
TOTAL BUILDING MAINTENANCE		81,000.00	4,090.00	76,910.00
Contributions				
High School Scholarship (\$500.00 x 4)		2,000.00		2,000.00
Childcare Scholarship		5,000.00		5,000.00
CR Nursing Scholarship		10,000.00	10,000.00	0.00
Grad Night Safety Program		500.00		500.00
Sharps Containers		500.00		500.00
Food Hub Operations		20,000.00		20,000.00
Non-Emergency Transport		20,000.00		20,000.00
Gateway Education		46,000.00		46,000.00
Swim Lessons		41,000.00	3,442.00	37,558.00
Senior Swim Passes		36,000.00	5,500.00	30,500.00
Public Swim Project		13,000.00	2,025.00	10,975.00
TOTAL CONTRIBUTIONS		194,000.00	20,967.00	173,033.00
PROJECTS				
Beachfront Exercise Loop Stations		150,000.00	0.00	150,000.00
Kids Town hard surface		300,000.00	0.00	300,000.00
TOTAL PROJECTS		450,000.00	0.00	450,000.00
NEW PROJECTS				
Local Medical Transportation		10,000.00		10,000.00
Recruitment & Retention		50,000.00		50,000.00
Harvest of the Month		16,000.00		16,000.00
Downtown Divas		3,000.00		3,000.00
Open Door Bus Barn		600,000.00		600,000.00
Little League All Stars		1,500.00		1,500.00
TOTAL NEW PROJECTS		680,500.00	0.00	680,500.00
TOTAL OPERATING EXPENSES		1,726,300.00	77,537.76	1,648,762.24
CAPITAL EXPENSES				
Fixed Assets		0.00		0.00
Building Repairs (DHHS)		30,000.00		30,000.00
TOTAL CAPITAL EXPENSES		30,000.00	0.00	30,000.00
TOTAL OPERATING & CAPITAL EXPENSES		1,756,300.00		1,678,762.24
CONTINGENCY FUND		20,000.00	0.00	20,000.00
TOTAL OPERATING EXPENDITURES		1,776,300.00	77,537.76	1,698,762.24
TOTAL ANTICIPATED INCOME		1,133,720.00		
MINUS TOTAL OPERATING EXPENDITURES		1,776,300.00		
SURPLUS		-642,580.00		

**Minutes of the Regular Board Meeting
Del Norte Healthcare District
August 27, 2024 @ 5:30 p.m.**

Regular Meeting

1. **CALL TO ORDER:** The meeting was called to order at 5:30 p.m.
2. **ROLL CALL:**
Present: Directors Babich, Caldwell, Mason, Young, and Chair Pearcey.
All Directors present.
3. **PUBLIC COMMENT:** None currently.
4. **CONSENT CALENDAR:**
 - a. Ratification of invoices paid from 7/18/2024 – 8/21/2024.
 - b. Approval of financial report for July 2024.

Director Young made a motion to approve the consent calendar. Director Caldwell seconded the motion.
Motion passed 5 – 0.

5. **REVIEW/POSSIBLE REVISION AND APPROVAL OF THE MINUTES FROM THE JULY 23, 2024, MEETING.**

Director Caldwell made a motion to approve the July minutes as written. Director Mason seconded the motion.
Motion passed 5 – 0.

6. **COMMUNICATIONS:**
 - a. Open Door: Hilda Contreras, We have a new P.A. and a Provider starting in September and an additional Provider starting in October. Dwayne is also getting some additional fencing quotes for the mobile medical van. We are looking at a different option and location that would keep the cost down.
7. **COMMITTEE REPORTS:**
 - A. **BUDGET/FINANCE COMMITTEE:** (Directors Young and Caldwell)

B. COMMUNITY OUTREACH COMMITTEE: (Chair Pearcey & Director Babich)

1. Getting Relief From Unexpectedly High Medical Bills (Chair Pearcey)

Director Babich made a motion to have this article included in the District Newsletter. Director Caldwell seconded the motion.
Motion passed 5 – 0.

C. HEALTHCARE EXPANSION:

1. Community Food Council: (Directors Caldwell and Babich)

a. Discussion/Possible approval of funding for consultant to help set up the Community Food Council. (Director Babich)

There is to be further discussion and the requirement of quotes for consulting.

b. Discussion ideas for “village master plan”. (Director Babich)

There was some discussion regarding the potential expansion on The Northcrest Dr. side of the district property and a possible location for the Community Food Council building on Northcrest Dr. and Shelter Island.

c. Discussion/Possible approval of request for funds from the DNUSD for the support of the Harvest of the Month for all K-8 Schools once a month. The total request is 20,000.00 for 10 Months. (Director Babich)

This item was previously approved in the 2024-2025 budget for 16,000.00. Program to be paid on a monthly invoice basis up to the budgeted amount.

2. Recruitment and Retention: (Director Caldwell)

Director Caldwell: Last month there was some discussion with Mr. Lane from Sutter Coast Hospital regarding an additional 50,000 recruitment bonus when recruiting positions for Sutter.

I informed Mr. Lane about the Wild Rivers Community Foundation and that the purpose of those funds is for recruitment. So I was able to put the two in contact with each other.

D. HEALTH PROMOTION:

1. Swimming Programs: (Director Young)

For the month of July 2024 there were 60 senior passes used. There were 410 Saturday guest swims and a total of 77 various swim lessons given.

2. Non-emergency Transport: (Director Young)
Nothing at this time.

8. REPORT OF THE EXECUTIVE SECRETARY: As reported

9. UNFINISHED BUSINESS:

a. Follow-up discussion/possible approval to remove the tree that someone keeps climbing and living in. Quote from Tree Ventures for 3200.00 for removal. (Executive Secretary)

Director Young made a motion to approve the quote from Tree Ventures for the Removal of the tree for 3200.00. Director Mason seconded the motion. Motion passed 5 – 0.

10. NEW BUSINESS:

a. Discussion/Possible action on request for funding assistance to support DNSC's senior nutrition program. Presentation by Charlaire Mazzei.

Director Babich made a motion to approve up to \$250,000 to the Del Norte Senior Center educational nutrition program with the understanding that it is likely one-time assistance and that they will continue looking for further funding. Also, the District is to be invoiced on a monthly basis. Director Caldwell seconded the motion. Motion passed 5 – 0.

11. INDIVIDUAL DIRECTORS REPORT OF ACTIVITIES: Director Babich, The swim team would like to do a presentation for support. Agendize for the September meeting. Director Young, College of the Redwoods, has a bond issue coming up Measure I. They may ask for an endorsement from the District. Agendize for the September meeting.

- 12. PUBLIC COMMENT FOR ANY CLOSED SESSION ITEMS:** No closed session items.
- 13. ADJOURNMENT TO CLOSED SESSION:**
- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Number of cases: one (1)
- 14. RETURN TO OPEN SESSION AND REPORT OF ANY ACTION:**
- No reportable action was taken.
- 15. ADJOURNMENT:** The meeting adjourned at 7:06 p.m.

Minutes prepared and submitted by:

Minutes approved by:

Doris Hendricks, Executive Secretary

Dave Mason, Board Secretary

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Del Norte Healthcare District

From: Sarah A. Kerr <skerr@opendoorhealth.com>
Sent: Wednesday, September 18, 2024 9:10 AM
To: michael young; Del Norte Healthcare District
Cc: Kevin Caldwell, MD; Hilda Contreras; Tonya Pearcey; Tory Starr; Dwayne A. Lemos; Annabell Dominguez
Subject: RE: DN Expansion | parking for mobile unit
Attachments: Bus Corral.pdf

Hi Mike,
We've been scoping out an alternative, less expensive, options to protect the mobile unit while parked on site. See attached for a draft schematic and price estimate on a "bus corral" below.

We'd like to present this option to the board at the meeting next week. Is it possible to make time on the agenda? Open Door President and Executive Office Tory Starr can plan to attend the meeting along with Hilda and our Open Door Facilities Director Dwayne Lemos.

Cost	Price	Notes
Fencing	\$10,148.00	9-gauge wire, 2 gates and plastic strips to match existing
Electrical	\$6,317.00	RV connection
Camera's	\$1,296.99	to monitor van location
Concrete (guess)	\$13,500.00	To widen parking areas. Patch electrical trench and gravel for turn around area
TOTAL	\$31,261.99	

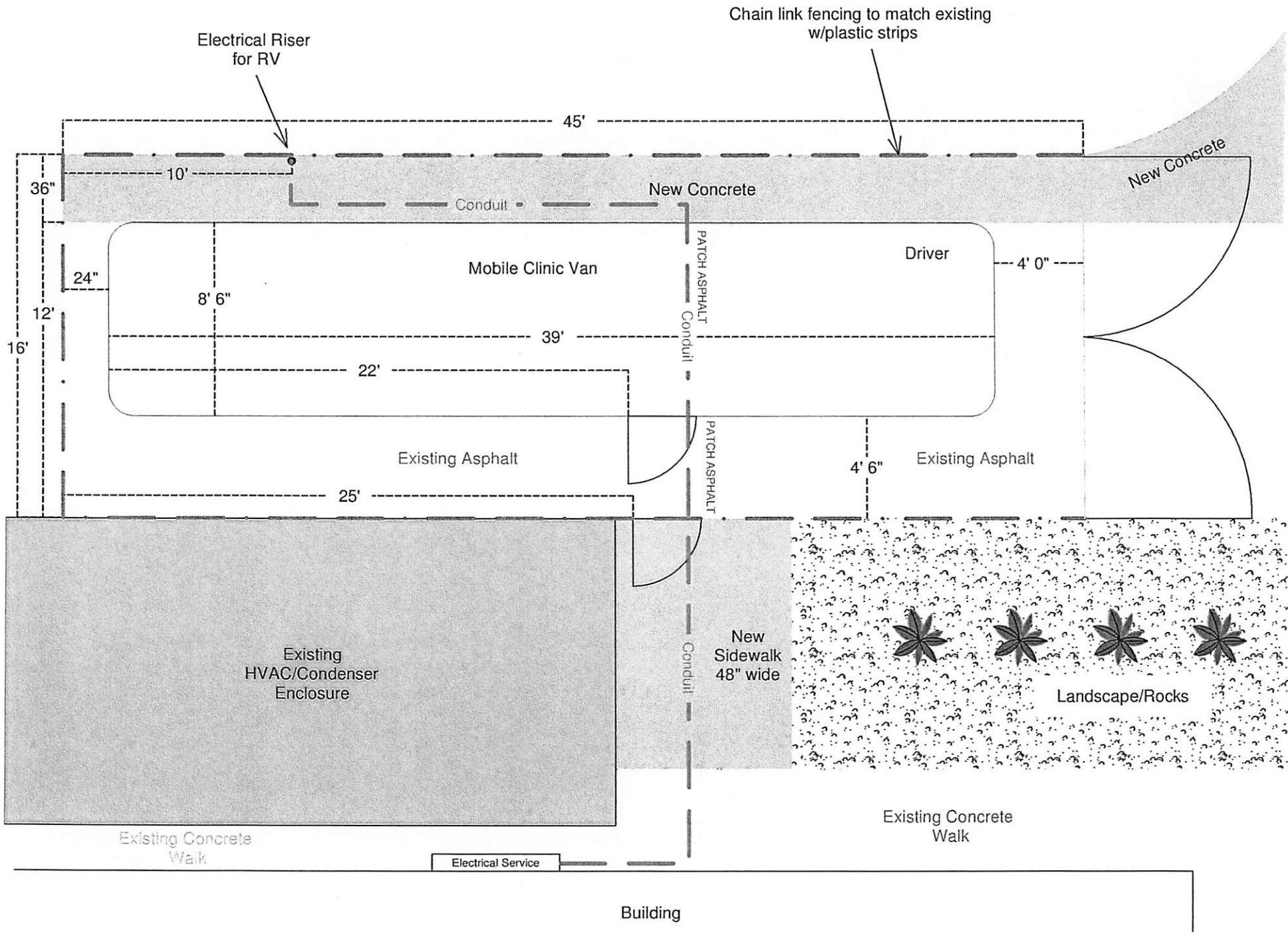
Thanks!

Sarah Kerr | Vice President of Operations – Northern Division
Pronouns: [She, Her, Hers]

Open Door Community Health Centers

From: michael young <mjy17413@gmail.com>
Sent: Sunday, August 4, 2024 7:45 AM
To: Sarah A. Kerr <skerr@opendoorhealth.com>
Cc: Kevin Caldwell, MD <kevincaldwell@redwoodmedical.com>; Hilda Contreras <hcontreras@opendoorhealth.com>; Tonya Pearcey <tonyapearcey@gmail.com>; Stacy Watkins <swatkins@opendoorhealth.com>; Tory Starr <TStarr@opendoorhealth.com>; Dwayne A. Lemos <dlemos@opendoorhealth.com>
Subject: Re: DN Expansion

[EXTERNAL SENDER]



Del Norte Healthcare District

7 d 1

From: michael young <mjy17413@gmail.com>
Sent: Saturday, September 7, 2024 1:25 PM
To: Del Norte Healthcare District
Subject: Fwd: DNHD monthly update

Doris:
For the next agenda
Sent from my iPhone

Begin forwarded message:

From: Alissa Garcia <agarcia@crescentcity.org>
Date: September 7, 2024 at 10:09:53 AM PDT
To: michael young <mjy17413@gmail.com>
Cc: Eric Wier <ewier@crescentcity.org>
Subject: DNHD monthly update

Here is the August 2024 update for the DNHD

Senior passes-

A total of 60 out of 60 passes claimed.
3 people were on the "waitlist" to help gather information on the interest of the passes.

Recreation Swim-

A total of 141 guests swam.

Group Lesson-

The number of sign ups were lower than last session. We had a lot of kids drop out due to vacations and sickness. We had a lot of kids on the waitlist and offered the spots when a spot opened up but did not have people contact us back to claim the position.

August				
Level	Lesson Fee		Number of sign ups	Total
Star Babies/Tots	\$ 35.00		11	\$ 385.00
Pre-Swim School	\$ 48.00		10	\$ 480.00
Swim School	\$ 45.00		23	\$ 1,035.00
Stroke School	\$ 45.00		1	\$ 45.00
TOTALS			45	\$ 1,945.00

Thank you,
Alissa Garcia

Secretary Report**September 2024**

October is open enrollment for CalPers. If you have any changes please let me know.

The tree is scheduled to be cut down on the 20th.

The garden fence was scheduled for October 1st but due to a schedule conflict will be moved to the second or third week in October.

Spoke with Kevin Dittmar and he will be doing the fence repair starting 9/22/24.

I have contacted Wendy at Wen-Cor to give us quotes on power washing the sidewalks and the building.

I noticed that Oscar repainted all the exterior doors and it looks much better.